

Appleby Archaeology

Notes of the Committee Meeting of the Appleby Archaeology Group held on Thursday February 18th 2016 at The White House, Brampton.

Present

Phyl Rouston	Chairman
Heather Edwards	Membership Secretary
Martin Joyce	Newsletter Editor
Richard Stevens	Secretary

Apologies

Carol Dougherty, Mike Godfrey, Martin Railton

Notes of the last meeting

The notes of the previous meeting were agreed to be a correct record.

1/2/16 Matters arising

None

2/2/16 Membership

Heather said that membership was about the same as it was at this time last year, with 15 non-renewals. As usual, all non-renewals will be sent a final reminder with the Spring newsletter.

3/2/16 Treasurer's Report

Mike had been unable to prepare a report in his absence, so no figures were presented.

The meeting noted that the increase in Subscription rates as from January 2017 to £15 single, £25 joint had been approved by the AGM and that the newsletter would continue to be provided free of postage charges.

The membership form had been modified to include an 'opt-in' box for the printed newsletter.

4/2/16 Research

Martin R had reported by email that the rim of the collared urn had been restored and was now with the Wardell-Armstrong illustrator. He expected that all the specialist activities carried out by Wardell-Armstrong on the Brackenber finds would have been completed by the end of March, leaving only the final report and the report for the CWAAS Transactions to be completed.

Richard had recently sent Martin's update on the post-excavation works to CWAAS.
(Martin R)

5/2/16 Appleby Town Project

1. Martin R had reported by email that he had recently sent an updated list of costs to Richard for inclusion in the HLF application. He had suggested that we should try to submit the application sooner rather than later so that we could expect a decision in time for some work to be carried out this summer.
2. Richard said that he had been discussing the application with Mark Graham of Grampus Heritage and Training because of his previous experience in making lottery funding applications. Most of the sections of the application were complete but he said that he was having some trouble finding the right phrases that he thought would satisfy the

funding authority regarding the sharing of project information with the wider community. It was simply a matter of turning round their clearly stated requirements into a description of what we intended to do. He said that he would contact Martin again to see if they could jointly come up with a satisfactory solution. Martin J suggested that one possibility might be a weblog. Richard explained that as long as this did not involve a huge amount of work for anyone, it would be well worth considering.

(Richard/Martin R)

6/2/16 Correspondence

Phyl said that she had received a phone call from the new administrator at the Hub (ex-Centre 67) to see if we were interested in hiring the facility again. Phyl explained that we were now settled but that we would appreciate being kept in touch with developments.

Phyl also brought the committee up to date on the 'Appleby in Europe' project which had been brought to our attention by Carl Bendelow last year. Because of Carl's illness, it had been left temporarily, however, Phyl had emailed him 2 weeks prior to the meeting raising the subject again and asking for more information, if any were available. There had been no reply as yet.

(Phyl)

Richard said he had been in contact with CBA North regarding our membership, after he had been on their website to check our contact details and found them to be out of date. It transpired that the Group had paid neither their 2016 nor their 2015 subscription. After discussion with Phyl and Mike, it had been decided to pay these subs up to date and to update all contact details held by CBA North, which has been done. Richard had been advised that the Group would receive an automated invitation to join the mailing list and it was believed that Phyl had received such an invitation to join something called Mailchimp, which may or may not have been successful. Richard said he would check. **(Richard)**

Richard had also heard from CBA National regarding possible closure of the Lancashire County Council Heritage Environment Service. This service provides 50% staffing of the Cumbria Heritage Environment Record under contract so, if ceased, there would be an impact on the Cumbria HER. After some discussion between Richard and Phyl, it was decided that Richard should write to the leader of Cumbria County Council seeking assurance that the HER would be properly maintained should this occur. A copy of the letter is attached to these minutes. **(Post meeting note: A response from Mark Brennand, received on Friday 19th, does show that there have been some proactive steps taken already, which is encouraging. Copy attached for information.)**

Finally, Richard said that a lady from Lazonby, who had been offering pottery found in her garden to the Group for some time, had asked to be included in any future fieldwalking undertaken by the Group. Her details had been passed to Martin R, who had included her on his volunteer list.

7/2/16 Programme

A discussion took place on the 2016/2017 programme and the following list was eventually suggested with provisional contact people proposed:

Richard Newman (Botchergate) Rescheduled from December (Contact: Richard or Martin R)
Linda Hodgson (St Michaels, Workington) Rescheduled from November (Contact: Richard)*
Paul Frodsham (Long Meg excavation) (Contact: Heather)*
Andrew Birley (Vindolanda updated) (Contact: Carol or Martin R)*
Angus Winchester (History of Common Land in Cumbria) (Contact: Carol or Martin R)
Adam Parsons OA North (Cumwhitton Viking burials) (Contact Phyl)

Richard suggested that he makes an early visit to St Michaels with Linda Hodgson to see if she is likely to keep this appointment.

Dates are (in no particular order for speakers, first come first served but please consider travelling conditions for speakers coming a long way*) 2016 - October 13th, November 10th December 8th; 2017 - February 9th, March 9th, April 13th.

It was decided that a speaker previously suggested by Marjorie Campion, Alan Richardson, would not be invited because his expertise was not directly concerned with either archaeology or history.

Summer visits were also discussed. Richard said that the North of England Civic Society (NECT) had now bought Camp Farm at Maryport (site of the Roman era vicus) and would be offering tours of the site to local archaeology and history groups. He thought that he would be able to arrange such a tour in the summer, which could be combined with a visit to the Senhouse Roman Museum and he undertook to contact NECT. It was also thought that summer visits might not be necessary this year if the Group were intending to offer events as part of the Appleby Project.

8/2/16 Change of Venue

The change of venue and day of the week to Thursday evenings in the Supper room had been adopted at the AGM. All present thought it necessary to emphasise the change in the newsletter to ensure that all members were aware.

9/2/16 Administration Systems

Martin raised the subject of the admin systems on which he had spent some time over the last few months. He explained that these improvements were intended to automate to some degree the membership management, event management and newsletter publishing functions. The latter was basically for his own benefit but the other systems were to ensure that both membership and events (ie. speakers, lectures, site visits etc.) were properly logged and acted upon by those members of the committee responsible for them. Thus, membership would be of interest to membership secretary, Group secretary and newsletter editor and these people would have access with the ability to change details. The events system is of interest to all members of the committee, because in general, all take some responsibility for contacting speakers, exchanging contact details and agreeing fees. However, only the Group secretary should have the right to publish the programme when complete and it would be his job to ensure that all the preliminaries concerning each talk had been completed by the committee member doing the contacting before the event appeared on the website. It was to be hoped that these improvements would ensure that the group's administration ran more smoothly in the future.

Martin went on to say that the systems had been tested extensively by himself, Heather, Phyl and Richard and latterly had been available to the other members of the committee, who had more restricted rights. It was therefore agreed that the systems could be made live.

Martin explained that the original 'speakers file' on Google Docs had been deleted but the 'Appleby Archaeology Year' file would remain, as it was used by himself and the Group secretary as an aide memoire for actions to be taken throughout the year.

Phyl said that the Group owed Martin a vote of thanks for the amount of work he had put in to improving these administration systems, now it was up to the members of the committee to make them work smoothly.

10/2/16 AOB

Phyl brought to the attention of the committee the letter written by the Chairman of the Appleby in Westmorland Society regarding proposed changes to opening hours of the Cumbria Archive Service. It was generally thought that this proposal was another result of funding reductions in the County Council and so related to the matter of the HER mentioned earlier in the meeting.

Heather mentioned the approach by a new member from Caldbeck regarding possible archaeology on his land and it was agreed that he should be contacted in order to see what he had to say. **(Post meeting note: After discussion with Martin R, Richard will contact the member and try to steer him towards the West Cumbria Archaeology Society, who are geographically better placed to work with him.)**

There being no further business the meeting closed at 9.20pm

Date and time of next meeting: 7.30pm some day/where